

TECHNICAL WORK MAY NOT BEGIN PRIOR TO CO APPROVAL

NASA/GODDARD SPACE FLIGHT CENTER

# REQUEST FOR TASK PLAN / TASK ORDER

CONTRACTOR	CONTRACT NO./TASK NO.	AMENDMENT	TASK ORDER NUMBER	
QSS Group, Inc.	NAS5-99124	TASK NO. 385	410-839-50-20-89	FY 01

TASK TITLE: (NTE 80 characters; include Project name)

## Formulation of SPITFIRE

ASSISTANT TECHNICAL REPRESENTATIVE (OR TASK MONITOR)		DATE	ORG CODE	MAIL CODE	PHONE
Federico A Herrero <i>Federico A. Herrero</i>		9/18/00	410	410	301-286-9118
BRANCH HEAD		DATE	CODE		PHONE
Tony Comberiate <i>Tony Comberiate</i>		9/20/00	410		301-286-4589
CONTRACTING OFFICER'S TECHNICAL REPRESENTATIVE (COTR)		DATE	CODE		PHONE
Robert S. Lebar, Jr. <i>Robert S. Lebar, Jr.</i>		9/21/00	560		301-286-6588
FLIGHT HARDWARE, CRITICAL USE OR SOFTWARE? (IF YES, NEED CODE 303 CONCURRENCE NEXT BLOCK)		CONTRACTING OFFICER'S QUALITY REP.		DESIGNATED FAM:	
<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES					

The contractor shall identify and explain the reason for any deviations, exceptions, or conditional assumptions taken with respect to this Task Order or to any of the technical requirements of the Task Order Statement of Work and related specifications. The contractor shall complete and submit the required Reps and Certs.

(To be completed by Contracting Officer)  
C.O. Requested Quote on:  
Date:

Contractor will develop specification or statement of work under this task for a future procurement.		<input checked="" type="checkbox"/> No	<input type="checkbox"/> YES
Flight hardware will be shipped to GSFC for testing prior to final delivery.		<input checked="" type="checkbox"/> No	<input type="checkbox"/> YES <input type="checkbox"/> N/A
Government Furnished Property/Facilities:		<input checked="" type="checkbox"/> No	<input type="checkbox"/> YES - SEE LIST OF GFP (offsite only) / FACILITIES (onsite only)
Onsite Performance:		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES If yes: <input checked="" type="checkbox"/> TOTAL <input type="checkbox"/> Partial If partial, indicate onsite work in SOW by asterisk (*)
Surveillance Plan Attached:		<input checked="" type="checkbox"/> No	<input type="checkbox"/> YES
Highlighted Contract Clauses:		(to be completed by Contracting Officer)	

Per Clause H.14, Task Ordering Procedure, subparagraph (f), the effective date of this task order shall be 9/22/00.

## INCENTIVE FEE STRUCTURE (check one)

(See Contract NAS5-99124, Attachment K, Incentive Fee Plan)

	No. 1	No. 2	X No. 3	No. 4	No. 5
Cost	10%	50%	25%	25%	%
Schedule	15%	25%	25%	50%	%
Technical	75%	25%	50%	25%	%

(To be completed by Contracting Officer)

The target cost of this task order is \$ 49,435.

The target fee of this task order is \$ 3,213.

The total target cost and target fee of this task order as contemplated by the Incentive Fee clause of this contract is \$ 52,648.

The maximum fee is \$ 4,696.

The minimum fee is \$0.

AUTHORIZED SIGNATURE

THIS TASK ASSIGNMENT IS ISSUED ACCORDING TO THE CONTRACT CLAUSE "TASK ASSIGNMENTS AND REPORTS"

*Theresa J. Becker* 10/4/00 Theresa J. Becker

SIGNATURE OF CONTRACTING OFFICER DATE TYPED NAME OF CONTRACTING OFFICER

CONTRACTOR'S ACCEPTANCE

\_\_\_\_\_  
AUTHORIZED SIGNATURE

\_\_\_\_\_  
DATE

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QSS Group, Inc.	NAS5- 99124	385	

Applicable paragraphs from contract Statement of Work:

**STATEMENT OF WORK:** (Continue on blank paper if additional space is required)

The contractor shall provide services in the pre-proposal phase of a new effort named SPITFIRE (Shuttle Payloads Integrated Test For Ionospheric Research).

The principal goal of SPITFIRE is to implement recent breakthrough developments in miniaturization of instruments for Space Science to demonstrate the required scientific return.

The approach is a rigorous flight test that will demonstrate that small payloads in the range of 1-3 kg can be assembled, launched, and operated to return first-rate scientific measurements.

These services shall include:

1. Consultation with preliminary members of the SPITFIRE effort on matters regarding instrument layout, power system, telemetry, DPU, star tracker (or alternative pointing measurement device), other components, and definition of bus to suit the small architecture of the spacecraft to be proposed.
2. Consultation with Space Shuttle Small Payloads Division to address Shuttle accommodation and safety issues.
3. Provide material for a preliminary formulation of SPITFIRE effort to be used in a presentation proposal. Such material shall include specific answers to questions to be determined in the consultation process outlined in paragraph 1 above. The answers shall be in the form of appropriate analyses and recommendations to implement the SPITFIRE proposal.

**PERFORMANCE SPECIFICATIONS:**

**Reports and Documents:** Technical performance will be based on thoroughness and completeness of written reports. Acceptable performance is that the ATR is satisfied that the material reflects the proper level of technical expertise and meets the objectives of the activity. Reports shall be delivered to the ATR both as a hard copy and in MS Word format via either diskette or email.

**Report on the material of preliminary formulation of SPITFIRE:** Performance will be measured by: (1) the completeness of the list of components for the definition of SPITFIRE; (2) presentation of technical issues; (3) plausible and defensible implementation approach of all proposed SPITFIRE components; and (4) benefits to be derived from SPITFIRE.

**Technical Progress Report:** Acceptable performance is that the ATR is satisfied that he is being kept informed of the status of work performed and of issues requiring his attention.

**Management:** Performance will be measured against the following metrics: (1) accomplishment of objectives; (2) clear, incremental progress; (3) responsiveness to issues; (4) efficient and appropriate staffing; and (5) coordination with and good working relationship with ATR and other related contractor efforts, if applicable.

**APPLICABLE DOCUMENTS:**

None.

**TASK END DATE:** 1/31/01**MILESTONES/DELIVERABLES AND DATES:**

- |  |                            |
|--|----------------------------|
| 1. Server Integrity Report and Backup Report | Monthly                    |
| 2. Technical Progress Report                 | Monthly, 15th of the month |
| 3. CETDP Planning Tool Status Report         | Monthly, 7th of the month  |
| 4. System Studies Status Report              | Monthly, 7th of the month  |

**PERFORMANCE STANDARDS:**

- |                   |  |
|-------------------|--|
| <b>Schedule:</b>  | On-time delivery/completion of the deliverables/milestones |
| <b>Technical:</b> | ATR's acceptance of the above                              |

**FINAL DELIVERY DESTINATION (NAME, BLDG, ROOM):**

Fred Herrero, building 6, room W125